

DD/ST# 486-69

MEMORANDUM FOR: Chief, Administrative Support Staff,
DD/S&T

SUBJECT : Changes in the Critical Key Employee
List for Official Home-Area-to-
Work Transportation during Snow
Emergencies

REFERENCES : 1) Memorandum from C/Admin Support
Staff, DD/S&T, same subject,
dated 13 September 1968
2) Memorandum from EO/FMSAC, same
subject, dated 14 October 1968

Attached is revised and updated listing of Foreign
Missile and Space Analysis Center employees who should
be furnished official home-area-to-work transportation
during snow emergencies.

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Executive Officer
Foreign Missile and Space Analysis Center

Attachment:
A/s

DD/S&T
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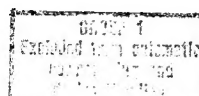
MEMORANDUM FOR: Deputy Director for Science and Technology**ATTENTION : Chief, Administrative Support Staff, DD/S&T****SUBJECT : Official Home-Area-to-Work Transportation for
Designated Critical Key Employees During
Declared Weather Emergencies****REFERENCE : Memo dtd 13 Jan 69 to D/L fr Chief, Admin. Support
Staff, DD/S&T, subject: Critical Key Employee
List for Official Home-to-Work Transportation During
Snow Emergencies**

1. This memorandum is for your information only.
2. In connection with the referenced memorandum, every effort will be made to provide official home-area-to-work transportation for those employees designated as critical to your operations during nonregular duty hours.
3. Due to equipment and manpower limitations, such emergency transportation can be provided for only a very small cadre force for the entire Headquarters complex when public and private transportation is at a standstill during officially declared weather emergencies. There can be no guarantee, however, that each employee designated as "critical" to your operations can be afforded official transportation. Every effort will be made to meet your officially designated critical needs but, during emergency conditions, there are too many variables to insure complete compliance with your request.
4. The designated single point of contact in your Directorate (Chief, Administrative Support Staff) will be notified by the Office of Logistics when weather conditions are such that emergency transportation is to be placed into effect.

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Copy sent ea Exec Officer --
FYI -- 3 February 1969.

jh

gfk
**George E. Meloon
Director of Logistics**

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